



ADMINISTRATIVE NOTES

Newsletter of the Federal Depository Library Program

Vol. 14, no. 16

GP 3.16/3-2:14/16

July 31, 1993

OMB Revises Circular No. A-130

The Office of Management and Budget (OMB) has revised Circular No. A-130, Management of Federal Information Resources, effective June 25, 1993. The revisions affect those portions of the circular concerning information management policy, including policies relating to information dissemination, records management, and cooperation with State and local governments.

Some of the major revisions are of special significance to the Depository Library Program. The circular expands the definitions of "government information" and "information dissemination product," and specifies that government publications, including electronic information dissemination products, are to be made available to depository libraries through the Government Printing Office.

The circular defines "information dissemination product" as "any book, paper, map, machine-readable material, audiovisual production, or other documentary material, regardless of physical form or characteristic, disseminated by an agency to the public."

The circular directs agencies to formulate information management policies "for managing information throughout its life cycle," and to consider the effects of agency action on other stages of the information life cycle and on the public.

In its discussion of electronic information dissemination, the circular establishes terms and conditions for the use of electronic media, "including public networks, as appropriate and within budgetary constraints, in order to make government information more easily accessible and useful to the public."

In addition to sections stressing the importance of public access to government information, the circular contains a lengthy discussion of the Depository Library Program. Pertinent passages state:

Agencies are to establish procedures to ensure compliance with 44 U.S.C. 1902, which requires that government publications (defined in 44 U.S.C. 1901 and repeated in Section 6 of the Circular) be made available to depository libraries through the Government Printing Office (GPO).

Depository libraries are major partners with the Federal Government in the dissemination of information and contribute significantly to the diversity of information sources available to the public. They provide a mechanism for wide distribution of government information that guarantees basic availability to

the public. Executive branch agencies support the depository library program both as a matter of law and on its merits as a means of informing the public about the government. On the other hand, the law places the administration of depository libraries with GPO. Agency responsibility for the depository libraries is limited to supplying government publications through GPO.

Agencies can improve their performance in providing government publications as well as electronic information dissemination products to the depository library program. For example, the proliferation of "desktop publishing" technology in recent years has afforded the opportunity for many agencies to produce their own printed documents. Many such documents may properly belong in the depository libraries but are not sent because they are not printed at GPO. The policy requires agencies to establish management controls to ensure that the appropriate documents reach the GPO for inclusion in the depository library program.

At present, few agencies provide electronic information dissemination products to the depository libraries. At the same time, a small but growing number of information dissemination products are disseminated only in electronic format.

OMB believes that, as a matter of policy, electronic information dissemination products generally should be provided to the depository libraries. Given that production and supply of information dissemination products to the depository libraries is primarily the responsibility of GPO, agencies should provide appropriate electronic information dissemination products to GPO for inclusion in the depository library program.

The complete text of revised OMB Circular A-130 appears in the Federal Register, vol. 58, no. 126, July 2, 1993.



Another Survey! Should Administrative Notes be Split in Two?

Several depository librarians have suggested that the Update to the Superseded List, Update to the List of Classes, and the other regular columns in Administrative Notes be published separately. The chief advantage of a separate publication would be that it could be routed directly to the library staff responsible for updating records. LPS would like to know if printing these lists separately, perhaps as a technical supplement to Administrative Notes, would be a move welcomed by the depository community in general.

If you have thoughts on this subject (including ideas for a good title), fax them to Marian MacGilvray at 202-512-1432, or mail them to the address on the last page of this issue.



GPO Invites Proposals for Work/Study Program

The Government Printing Office's Superintendent of Documents is interested in establishing a work/study program for graduate students in the fields of business, computer science, and library science. This program is envisioned as a cooperative effort between the Superintendent of Documents and accredited graduate schools. These schools would give graduate credits to students who successfully completed a work/study program at the Government Printing Office in Washington, D.C.

If you are interested in learning more about this proposed program, please contact:

Joseph C. McClane
Chief, Bibliographic Systems (SSMR)
U.S. Government Printing Office
Washington, DC 20401
(202) 512-2366



FAR/FIRMR CD-ROM, July 1993 Offers New Documents Introduces New Software

The FAR/FIRMR CD-ROM (Item 0559-J-01, SuDocs GS 12.15/2:) includes the Federal Acquisition Regulations (FAR), the Federal Information Resources Management Regulations (FIRMR) and a variety of related documents. It utilizes the ReferenceBook retrieval software from Dataware Technologies, Inc. (formerly Reference Technology, Inc.). Since the January 1993 issue, this quarterly CD-ROM has provided retrieval software for both DOS (IBM compatible) and MAC (Macintosh) personal computers.

The July 1993 issue will add several highly-structured, graphics-oriented documents to the disc. These include:

- The FAI and Contract Management Curriculum
- Contract Specialist Workbook
- Introduction to Contracting
- FAR Parts 1 through 5 (1990 edition) with FAC change pages
- FAR Part 52 through 52.209-1 (1990 edition) with FAC change pages

To facilitate the use of these documents, the disc will also include new type of software that permits the display and printing of fully-formatted documents, just as they appear in the paper versions. The software currently supports only Macintosh and Windows operating systems. A limited license is provided for use of this software only with the FAR/FIRMR CD-ROM. (Note: All other documents on the CD-ROM will remain accessible through the ReferenceBook retrieval software.)

Additional information is provided in the following letter from Richard H. Hopf, III, Associate Administrator for Acquisition Policy at the General Services Administration (GSA) and Michael F. DiMario, Acting Public Printer. The letter also appears on the CD-ROM. You are encouraged to provide feedback through Doyle Dodge at GSA. He will share your comments with GPO.

General Services Administration
Office of Acquisition Policy
Washington, DC 20405

June 22, 1993

Dear Subscriber to the FAR/FIRMR CD-ROM:

Along with the normal ASCII formatted FAR and FIRMR on the July 1, 1993 CD-ROM, we are adding the following highly-structured, graphics-oriented documents:

- * "The FAI and the Contract Management Curriculum"
- * "Contract Specialist Workbook"
- * "Introduction to Contracting" (a text reference)
- * FAR Parts 1 through 5 and the 1990 Edition FAC change pages for Parts I through 5
- * FAR Part 52 through 52.209-1 and the related 1990 Edition FAC change pages

We are also adding some software that allows us to introduce "a new technology in electronic publishing and information distribution", and we invite the review and evaluation of this new technology by subscribers that use Macintosh or Windows operating systems.

This new technology should make our information more usable in the Federal acquisition process by enabling us to provide you with fully-formatted documents just as they appear in the paper versions, versus the current ASCII delivery. In other words, you will be able to view, search, store, and print pages of information on demand, in the same format that you are used-to seeing on paper -- without losing the power of electronic delivery.

Our desire is to enhance the quality, accuracy, and productivity in our supply of, and your use of, the information. The new software for this new technology is being developed, refined, and tested by at least four companies, and this particular software was selected because it is currently inter-operable on both Macintosh and Windows operating systems. It is embedded with the evaluation text on the CD, and provided for your review by GSA and the Government Printing Office.

Under the software license, you may use the software only with the documents on this CD. For more than 50 users on one disc, please call Mr. G. Doyle Dodge, 202-501-2801, for another serial number.

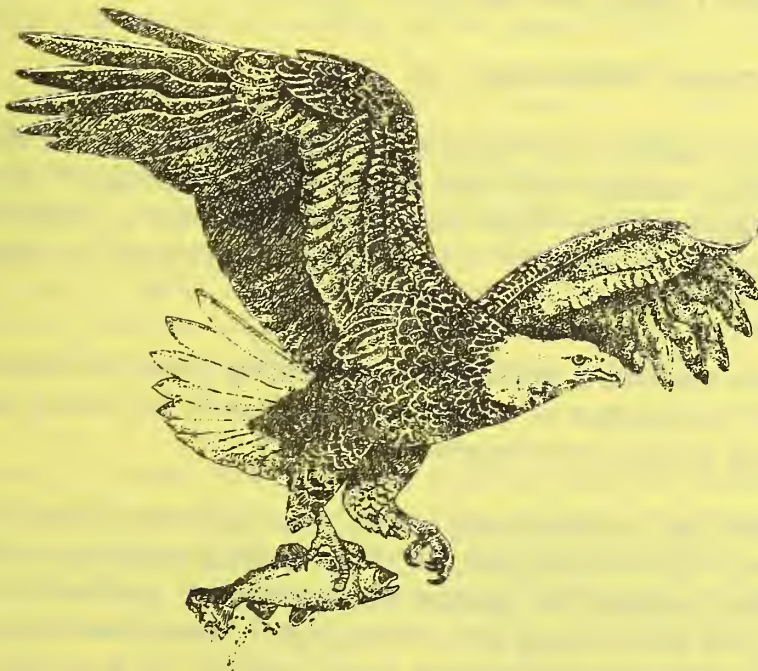
Our purpose is to evaluate the new technology rather than the software itself. If our customers inform us that the new technology is more effective and easier to use, we expect to continue our evaluation of other software to select the best methods of electronic publishing and information distribution. As a further service, we would also expect to provide access for DOS, UNIX, and other operating systems in the near future, and plan to use such software on a new bulletin board service providing immediate updates to regulation changes.

We need your feedback to help us continually improve our delivery of acquisition information. Please FAX your name, address, phone and FAX numbers, and comments to Mr. G. Doyle Dodge at 202-501-3341, or write him at: General Services Administration, Office of Acquisition Policy, 18th & F Streets, NW, Washington, DC 20405. We look forward to receiving your comments.

Sincerely.

RICHARD H. HOPF, III
Associate Administrator
For Acquisition Policy

MICHAEL F. DiMARIO
Acting Public Printer
Government Printing Office



**Excerpts from Remarks by
Sheila McGarr
Chief, Depository Services**

at the

**American Association of Law Libraries
Annual Meeting
Boston, MA
July 11, 1993**

Good afternoon. I am pleased to speak before the Government Documents Special Interest Section again. The last time I spoke to you was in 1985 in New York when I talked about "What to Do Before the Inspector Arrives" [JURISDOCS, v. 8 #1, (1985), pp. 5-10].

Today, I have been asked to speak on several topics, including the Federal Depository Library Program (FDLP) budget outlook, Depository Library Council, Serial Set, electronic access to government information, and access to depository law libraries.

[Remarks on the following subjects appeared in Administrative Notes, v. 14, #15, July 15, 1993. Please see the cited pages in that issue for the full text.]

FDLP Budget Outlook: pp. 11-18.

Status of Depository Library Council and Serial Set: pp. 1-6.

Electronic Access to Government Information: pp. 27-29.

I was also asked to talk about "access in law libraries." Having heard about the budget, you are probably wondering "What materials will I end up getting for my library?" By my mentioning access, you are probably thinking "How much is too much when it comes to controlling (i.e., restricting) access in my library?" I have thought about these two topics a great deal and they are related.

In the past dozen years, there has been a severe loss of purchasing power for libraries. This loss is reflected not only in the purchase of materials and equipment, but also in the purchase of staff and space which do not come cheaply.

During the same period, GPO has lost purchasing power. Our space was affected by moving in 1985 from Alexandria, VA to Washington, DC. Our staffing levels have dropped while the number of item numbers available for selection has proliferated; the number of depository libraries has grown; and only recently have we automated some of our internal processes. The only thing that has grown is the demand for our services. It is no less so with libraries. We do what we can with what we have to work with.

Law libraries have a valuable commodity at their disposal that should be highly valued. Law libraries at accredited law schools have the privilege of being designated as Federal depository libraries. By effectively exercising this privilege, law libraries can inform citizens of legal rights and obligations, legal precedents, and administrative decisions. Many law libraries do this well; some do this extremely well.

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-- Sheila McGarr

Law libraries were accepted into the Federal depository community in 1978. This acceptance was unconditional because the legislation exempted law libraries from the location requirement in a Congressional district of other depository libraries. Where there were two depositories in a given Congressional district, there could now be a third -- an accredited law school library. It provided the illusion that law libraries could simply select what they wanted, and refer members of the general public to the other neighboring depository libraries.

However, Title 44, United States Code, did not exempt the law library depositories from the service, maintenance, custody, and access provisions of the legislation. While the academic law library was created to serve the faculty and students of that school, additional patrons may be the bench and bar, and less often, the lay public.

There were specific reasons for justifying law libraries in the Federal Depository Library Program. In 1978 testimony, it was stated that law libraries have a unique capability to excel in providing depository service because of the unique talent of law library staff to assist in legal research, and because the law library can provide the supplemental and/or supporting legal resources to aid depository patrons in their research [House report 95-650].

Let's take a hypothetical law library that is located in a vicinity amply served by other depository libraries. It might assume that it can select a very few specific items and refer depository patrons to other depositories for additional services. To GPO, this poses the following questions: Is this depository in an institution with a mission so far removed from that of the Federal Depository Library Program that their aims are irreconcilable? Is the library a drain on the GPO budget? Which course of action is most beneficial to the library? Should the library open the door? Or should it withdraw from the Program? Which benefits the community? How is it beneficial? Is it economic? Social? Is there a mutual benefit to be found?

Economically, it seems that the library would be better off providing depository services simply because of the opportunity to obtain "free materials" to enhance its library collection. Economically, it would behoove the library to engage in cooperative activities with other depositories in the area. A strategy of allocating strengths works very well where it is practiced. Economically, and to some extent socially and politically as well, it is beneficial to provide depository service to the public to expand and strengthen community ties. From GPO's point of view, no library can exploit depository status and responsibility without meeting its public service responsibility.

Free, unrestricted, and unimpeded access to all depository resources for the general public is the touchstone of depository public service.

-- Sheila McGarr

Just as many of you are doing, the library inspectors are looking at motivational strategies to maximize the overall effectiveness of the Program. Some examples are cooperative collection development, selective housing, union listing, etc. For the libraries, this will mean increased cooperation with other depositories and other non-depository libraries.

The growth of the Program, increasing demands on materials, equipment, and staff, cannot justify insular, protective jurisdictions. GPO believes the most cost effective investment libraries can make is through excellence of public service. The relationship between budget cuts and access is a subtle one. GPO is making hard decisions and taking action about how to continue this extraordinary public service and minimize the adverse repercussions of flat budgets. I encourage you to make hard decisions, use your creative imaginations, and devise ways to maximize the resources at your disposal.

In our view, access includes coordination and cooperation which is particularly vital for law library depositories because they are so specialized. Depository law librarians can offer instruction to neighboring librarians on using the legal resources in their own libraries. Few public or even academic librarians are confident in using them. By providing instruction in legal research, the law librarian is actually easing his/her own reference load.

Other libraries generally refer patrons to a law library when their own collections do not provide the needed information. With instruction, the referred patron will arrive with a more specific and developed problem, rather than a harried librarian simply saying, "That's law, go to a law library." Such law instruction assures that each depository is fully exploiting the legal resources it selects, that patrons are getting the best possible service, and that the obligation to meet community needs is fully met.

An example of how cooperation between law libraries and public libraries works is in New York City. Many New York City law library depositories have each scheduled time when staff are available to answer inquiries from public libraries with law specialty questions.

In urban areas with more than one law library depository, additional benefits accrue from cooperation. In Washington, DC, law library depositories in the metropolitan area have created a union list that assists them, other depository libraries, and non-depository law libraries in the region. For example, they are developing their collections cooperatively by each selecting "General Publications" for an assigned agency and avoiding unnecessary duplication of little used items.

Depository library inspectors are charged with assuring that all depository libraries meet the legal requirements established by Title 44, United States Code. Free, unrestricted, and unimpeded access to all depository resources for the general public is the touchstone of depository public service.

However, many types of depository libraries have been found deficient in providing access to their Federal documents collections. Some of the best depositories are urban law

libraries. Law libraries, among others, sometimes face conflicts between the mission of the depository and the mission of the library as a whole or the mission of the parent institution, the law school.

When it comes to the four criteria established by Title 44--service, maintenance, custody, and access to Federal publications--no distinction is made, and cannot be made, between a law library, a public library, or an academic library. This access cannot be compromised by any sign, or any library policy, written or unwritten. Any sign restricting access [e.g. students and faculty only, judges only, etc.] must explicitly state that free access to government documents will be provided to the public.

A library that requires photo identification (ID) for entering the library may request, but not require ID from depository patrons. All security personnel and door guards must be thoroughly familiar with the depository's responsibilities. Clear signs and written policies declaring that the library provides free access to government information to members of the public are the best way to ensure access.

For example, a DC law library has an appropriate sign declaring "Government Documents Library open to the public" at the entrance to its library. An Atlanta law library lists patrons that can use the facility including "Users of the Federal Depository Documents." A Philadelphia law library uses a similar approach. It appears that some libraries seem to fear that openly listing documents as a way to enter an otherwise impervious library will result in a flood of undesirables. I doubt it.

Law libraries, because of their special status, special collections, and the special expertise of their library staff can strengthen the Federal Depository Library System in their local areas. They can offer the library community their expertise, either by providing legal reference assistance to non-law librarians--as in New York--or by offering refreshers and reviews of how to use legal and legislative materials regularly to area librarians. In addition, each law library depository can become the community legal resource center by ensuring that their doors are open to all, and providing competent reference assistance.

Access is often the toughest issue facing a law library. It is rarely an issue for public libraries. Many, but not all, state supported institutions also serve the public as a matter of course. The librarians coordinating depositories in private institutions are more apt to be called upon to valiantly defend free access.

Balancing the obligations inherent in depository status against the demands of an aggressive faculty and demanding students or judges can be difficult. This challenge can be met by convening a committee representing primary patron groups, presenting the benefits and obligations of depository status to them, along with a list of depository resources obtained through the Federal Depository Library Program and their prices from the Publications Reference File. This type of education can help primary patrons understand the necessity for free access.

Designation as a Federal depository is not just a status, it is a responsibility, a community service, and it has advantages beyond the intrinsic value of the documents that line the shelves. Indeed, this is where the greatest role for the depository librarian lies, as an

advocate defending the depository and ensuring access. As part of the Federal Depository Library Program, you are one of only 1403 libraries in the country which have been Congressionally mandated to perform a vital public service by contributing to the preservation of democracy by meeting the government informational needs of the general public.



1993 Federal Depository Conference

Federal Depository Library Program Seminar

**Rosslyn Westpark Hotel
Arlington, VA**

April 23, 1993

**Effective Library Networking:
Oakland Library Consortium - Pittsburgh, PA**

**Remarks by P. Geary
Carnegie Library of Pittsburgh**

Good afternoon! I am part of a Task Force established by the Oakland Library Consortium. The consortium is made up of three libraries: Carnegie Library of Pittsburgh (CLP) where I work in the Social Sciences Department, the University of Pittsburgh (Pitt) where our next speaker, Mary Beth Miller, works as reference/government documents librarian, and Carnegie Mellon University (CMU). The organization was established in 1987 so that the three libraries in the Oakland area of Pittsburgh could discuss areas of cooperation. Several projects have already begun. The OLC Connection allows people in any of the libraries to access the catalogs of the others. It uses Macintosh PCs and junction boxes to connect the CLP machines. Other activities have included courier service and special courses for handling materials during disasters.

The OLC coordinators realized that one area of cooperation that had not been investigated was government documents. On June 20, 1991, an open meeting was held to discuss areas of mutual interest. A number of projects were discussed--at first not limited to Federal documents. Proposals included an online catalog for government documents, a cooperative serials list, sharing expensive reference items, or a CD-ROM network.

It was decided to investigate the possibilities of a CD-ROM network partly because Pitt had received a grant from the College of the Future to add their government documents to their online catalog. Also, both Pitt and CLP had made arrangements for CD-ROM versions of the Monthly Catalog.

A task force was established with one member from each library. All of the Government Information Services Task Force members have a reference/public service background so my apologies to all of the techies, semi-techies, and mini-techies in the audience if my descriptions of the project do not seem to be particularly technical in nature.

When we had the meeting, the first questions we were asked were whether the system could support 100 simultaneous users? How could CLP be connected since the library was not on the Internet? — Pat Geary

The original plan was for the Task Force to hold additional discussions, decide on CD-ROMS to be included in the network, and put together a proposal to send to a foundation by October, 1991.

The task force met and presented five possible configurations to the OLC coordinators. This was happening just as the first Census CD-ROMs were being released, so the original plan included various numbers of Census CD-ROMs, National Trade DataBank, and the County and City DataBook. The coordinators approved one of the plans and suggested that we have an open meeting with the techies from the various libraries to see how the project would work.

When we had the meeting, the first questions we were asked were whether the system could support 100 simultaneous users? How could CLP be connected since the library was not on the Internet?

We also had meetings with the public services staff--since more CD-ROMs were being released the staff wanted to know whether the configuration we had was "the best."

The task force had had some preliminary estimates of costs for a system with approximately 8 work stations split among the three libraries and 12-15 CD-ROMs plus some slots for especially-requested items. This proposal had an estimate of over \$40,000 for the file server, CD-ROM server, PCs for work stations and software.

In the fall of 1991, we wrote a proposal to a local foundation for a planning grant so that we could bring in an outside consultant. The techies at the various libraries felt that a project with approximately 100 simultaneous users was possible, but none of the staff could put in the time to evaluate all of the needed components. Also, in meetings with the public service staff, they had requested some of the just-released census CD-ROMs be substituted for the PL 94-171 CD-ROMs originally included in the project. Adding more CD-ROMs could mean more towers and additional linkage to make the project work.

During this whole process the task force looked for similar activities so that we could get more ideas for our CD-ROM projects. We asked for help on several electronic bulletin boards as well as talking to anyone we thought might be of some help. Some of you may remember my asking about networks last year at this conference. We heard about several networks, but more on the scale of our original proposal than anything with a large number of multiple users.

Today, while I am still in shock from the jump from approximately \$40,000 and 8-10 simultaneous users to \$250,000 and 100 simultaneous users, the fate of our project is back in the hands of the OLC consultants.

-- Pat Geary

One project in the midwest used three workstations plus phone-in capabilities. However, when an outside user was connected to the system, one of the in house machines could not be used.

The second effort at a local university had connected a CD-ROM network in the library but had been unable to get the remote dial-in procedure to work.

During the fall we waited for the decision of the foundation. When we received approval of the planning grant, we began arrangements for hiring a consultant. One of the reasons that the consultant gave for taking the job was that although he had done extensive work with local-area networks (LANs), he had not worked with the type of wide-area network (WAN) that we were describing. He said that the project was "interesting."

By the time we had hired the consultant the earliest that he could be in Pittsburgh for meetings was July, 1992. As we got ready for his visit, we sent him information on the various computer systems at each of the libraries including the types of workstations or dumb terminals involved. We also kept adding questions that we needed answered. Should the CD-ROM information be loaded on magnetic tapes? Would we have problems paying for software licensing needed to run the system with a large number of users?

In July, the consultant met with us. We held an open meeting for all staff where he discussed both LANs and WANs. A final report was issued in the fall.

The final proposal came with a cost estimate of \$250,000. This figure did not include any workstations, and although we now knew that CLP would be joining Internet through a Prepnets connection it would not be the same speed as the Internet connections at Pitt and CMU. This could mean that we would still have problems maintaining the connection.

When the techies at the libraries saw the proposal, they still saw problems with implementation. In fact, the consultant had listed several products still to be beta-tested among his possible solutions. He had also used IP tunneling in his possible solution and the staff at Pitt was opposed to its use.

Today, while I am still in shock from the jump from approximately \$40,000 and 8-10 simultaneous users to \$250,000 and 100 simultaneous users, the fate of our project is back in the hands of the OLC consultants.

Now, on to Mary Beth Miller and some information on a CD-ROM network that is actually up and running--even if it's a LAN and not a WAN. [See Administrative Notes, v. 14, #14, 6/30/93, for Miller's remarks.]





Readers Exchange

National Trade Data Bank CD-ROM Table of Contents

The B. Davis Schwartz Memorial Library at the C.W. Post Campus of Long Island University in Brookville, N.Y., uses staff-developed brochures in local workshops on CD-ROMs to help educate library staff on Federal documents in CD format. The brochures are also useful as handouts to patrons who are interested in these increasingly popular materials.

Reproduced on the following pages is one of the brochures, showing the Table of Contents of the National Trade Data Bank CD-ROM. The brochure was developed by Michael Robinson, formerly a graduate assistant in the library's Government Documents Department, who is currently pursuing graduate study in library science at the Palmer School of Library and Information Sciences of Long Island University.

Thanks to Masako Yukawa, Head of the Government Documents Department, for sharing this material with us!

Government Documents Department
B. Davis Schwartz Memorial Library
C.W. Post Campus
Long Island University



Brookville, New York
(516) 299-2142, 2182

Spring, 1993

National Trade Data Bank
(CD-ROM)
(Prepared by Michael J. Robinson)

(Some programs are updated, added to, or deleted on a monthly basis
- Check current monthly disk for changes)

PROGRAM - Table of Contents

BASIC GUIDE TO IMPORTING - periodic update - Introduction to exporting

ADDITIONAL INFORMATION SOURCES & CONTACTS - periodic - Lists of addresses of
Federal Depository Libraries receiving NTDB and/or NESE on CD-ROM; country and
industry specialists at Dept. of Commerce; commodity analysts; etc.

BACKGROUND NOTES - occasional update - (Country number is needed to access
information) - Brief summaries on approximately 170 countries and selected
international organizations

BISNIS BULLETIN (Newly Independent States) - bimonthly - Information on doing
business in the former Soviet Union

BUREAU OF EXPORT ADMINISTRATION (Annual Report)

BUREAU OF EXPORT ADMINISTRATION (Today) - Pamphlet

BUSINESS AMERICA - Bi-weekly publication of Department of Commerce that provides
developments in international trade

COMPUTER MARKETS - periodic - Information on international computer hardware and
software markets

COUNTRY REPORTS ON ECONOMIC POLICY & TRADE PRACTICES - annual

DOMESTIC & INTERNATIONAL COAL ISSUES & MARKETS - annual

EASTERN EUROPE LOOKS FOR PARTNERS - bi-weekly publication

EC-1992 - Commerce Department Analysis of European Community Directives

EUROPE NOW - bi-monthly publication that covers issues in the EC

National Trade Data Bank

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EXPORT-IMPORT BANK QUARTERLY REPORT (Purpose of bank is to facilitate export of U.S. goods and services)

EXPORT LICENSING INFORMATION

EXPORT PROGRAMS - Business directory of U.S. Government resources

EXPORT PROMOTION CALENDAR (of events)

EXPORTER'S GUIDE TO FEDERAL RESOURCES FOR SMALL BUSINESSES - occasional

EXPORTS FROM MANUFACTURING ESTABLISHMENTS

FIXED REPRODUCIBLE TANGIBLE WEALTH ESTIMATES OF U.S. (annual)

FOREIGN DIRECT INVESTMENTS IN THE U.S. - annual - Balance of Payments

FOREIGN DIRECT INVESTMENTS IN THE U.S. - Annual Transactions

FOREIGN PRODUCTION, SUPPLIER AND DISTRIBUTORS OF AGRICULTURAL COMMODITIES

FOREIGN SPOT EXCHANGE RATES

FOREIGN 3-MONTH INTEREST RATES

GATT STANDARDS CODE ACTIVITIES OF NIST (National Institute of Standards and Technology)

HANDBOOK OF ECONOMIC STATISTICS - annual - Statistical information on selected countries, continents, and aggregates

INDUSTRIAL OUTLOOK FOR PETROLEUM & NATURAL GAS - occasional

INTERNATIONAL ENERGY ANNUAL

INTERNATIONAL LABOR STATISTICS - varies

INTERNATIONAL PRICE INDEXES - quarterly

INTERNATIONAL SERVICES - annual - U.S. balance of payment transactions in services and on sales of services by foreign affiliates of U.S. companies and by U.S. affiliates of foreign companies

INVESTMENT GUIDES - occasional - guides detailing investment climate in particular countries

National Trade Data Bank

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KEY OFFICERS OF FOREIGN SERVICE POSTS - occasional

LEXICON OF TRADE TERMS

MARKET RESEARCH REPORTS - monthly - Country marketing plans, industry sector analyses, and foreign economic trends - Information on market size, competitors, end-users, market access, etc.

MERCHANDISE TRADE - monthly - Exports by Commodity

MERCHANDISE TRADE - monthly - Exports by Country

MERCHANDISE TRADE - monthly - Imports by Commodity

MERCHANDISE TRADE - monthly - Imports by Country

NATIONAL STANDARDS AND METRIC INFORMATION PROGRAM

NATIONAL INCOME & PRODUCT ACCOUNTS (Annual) - Detailed statistical description of U.S. economy

NATIONAL INCOME & PRODUCT ACCOUNTS (Quarterly)

NATIONAL TRADE ESTIMATES REPORT ON FOREIGN TRADE BARRIERS - periodic

NORTH AMERICAN FREE TRADE AGREEMENT - Information

OPERATORS OF U.S. AFFILIATES OF FOREIGN COMPANIES - annual

OPERATIONS OF U.S. PARENT COMPANIES AND THEIR FOREIGN AFFILIATES - annual

ORGANIZATIONS CONDUCTING STANDARDS-RELATED ACTIVITIES

OPIC (Overseas Private Investment Corporation) PROGRAM SUMMARIES

RESOURCE GUIDE TO DOING BUSINESS IN CENTRAL & EASTERN EUROPE - occasional

SMALL BUSINESS & EXPORT INFORMATION SYSTEM

SOFTWARE INTERNATIONAL - quarterly - Issues relating to exporting computer hardware and software

SOURCES OF ADDITIONAL INFORMATION & CONTACTS

STATE OF ORIGIN OF EXPORTS - quarterly

STOCK PRICE INDICES FOR THE G-10 COUNTRIES

National Trade Data Bank

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TOTAL MID-YEAR POPULATION & PROJECTIONS TO 2050 - Census bureau mid-year projections

TRADE & EMPLOYMENT - Quarterly - Report of data that measures changes in U.S. imports and domestic exports and related domestic employment

TRADE BETWEEN U.S. & NON-MARKET ECONOMIES - periodic

TRADE OPPORTUNITY PROGRAM - Sales opportunities and leads

TRADE PROJECTIONS REPORT TO CONGRESS - Review and analysis of economic developments in major U.S. trading partner countries

UNDERSTANDING U.S. FOREIGN TRADE DATA

U.S. 3-MONTH CD INVESTMENT RATES

U.S. ASSETS ABROAD & FOREIGN ASSETS IN THE U.S.

U.S. BUSINESSES ACQUIRED & ESTABLISHED BY FOREIGN DIRECT INVESTMENT

U.S. DIRECT INVESTMENT ABROAD

U.S. EXPENDITURES FOR POLLUTION ABATEMENT AND CONTROL

U.S. FOREIGN TRADE HIGHLIGHTS (Monthly analysis)

U.S. FOREIGN TRADE UPDATE (Monthly Analysis)

U.S. INDUSTRIAL OUTLOOK - 1992 edition - Forecasts for and information concerning 350+ U.S. industries - generally by SIC code

U.S. INTERNATIONAL TRANSACTIONS

U.S. MANUFACTURING TRADE PERFORMANCE (Quarterly)

U.S. MERCHANDISE TRADE

U.S. MERCHANDISE TRADE (Balance of Payment Basis) - quarterly

WEIGHTED AVERAGE OF EXCHANGE

WORLD FACTBOOK (Annual) - Currently includes geographical, political, economic, and demographic information about 250+ countries and geographic areas of the world

Microfiche Contracts: Status Report, July 1993

The Depository Administration Branch of the Library Programs Service administers contracts for converting documents to microfiche prior to distribution to depository libraries. Some contracts are limited to the one function of converting the documents to microfiche format, while others are "full service" contracts, which includes microfiche conversion, distribution to depositories, and claims fulfillment.

The list below identifies contracts currently in place or about to be awarded. Each entry shows the contract designation, the material to be converted to microfiche, the term of the contract, the vendor, and the contract's current status. An asterisk identifies the full service contracts.

For listings of shipping lists issued under full service contracts, see the "Contractor-Issued Microfiche Shipping Lists" tables regularly included in Administrative Notes.

- B354S - Microfiche of Miscellaneous Publications**
 (SuDocs classes J, L, M, N, O, P, R, S, T, V, X, and Y)
 Term: April 12, 1993 - March 31, 1994 (Microform, Inc.)*
 Status: Contract running smoothly.

- B376S - Microfiche of Miscellaneous Maps**
 Status: This contract is being readvertised.

- B456S - Microfiche duplicated from Government-Furnished Microfiche**
 Term: June 2, 1993 - April 30, 1994 (Anacomp, Inc.)*
 Status: Contract running smoothly.

- B513S - Monthly Catalog Microfiche**
 Term: July 1, 1993 - June 30, 1994 (Micrographic Specialities, Inc.)
 Status: Contract running smoothly.
 (On Claims Core List - claim from LPS)

- B532S - Microfiche of Congressional Committee Prints and Hearings**
 Term: June 8, 1993 - April 30, 1994 (Microform, Inc.)*
 Status: Contract running smoothly.

- B562S - Microfiche of Congressional Reports and Documents**
 Term: June 18, 1993 - April 30, 1994 (Independent Professionals, Inc.)*
 Status: Contract running smoothly.

- B592S - Microfiche of Congressional Bills**
 Term: January 27, 1993 - March 31, 1995 (Microform, Inc.)*
 Status: Contract running smoothly.

- B613S Microfiche of Code of Federal Regulations**
Term: October 1, 1992 - August 31, 1993 (Microform, Inc.)*
Status: Contract running smoothly.
- B788S - Microfiche of Flood Insurance Studies and NUREGS**
Term: November 1, 1992 - September 30, 1993 (Anacomp, Inc.)*
Status: Contract running smoothly.
- B789S - Microfiche of Cancergrams, Daily News, SEC,
Court of Veterans Appeals, and Tax Court Memos**
Term: November 1, 1992 - August 31, 1993 (Bell & Howell)*
Status: Contract running smoothly.
- B790S - Microfiche of Official Gazettes**
Term: November 1, 1992 - October 31, 1993 (Bell & Howell)
Status: Contract running smoothly.
- B795S - Microfiche of Miscellaneous Publications
(SuDocs classes A, C, D, E, F, G, H, and I)**
Term: June 1, 1993 - May 31, 1994 (Independent Professionals, Inc.)*
Status: Contract running smoothly.

*** Contract is full service.**



Contractor-Issued Microfiche Shipping Lists

July 7, 1993

1993-06

Shipping List #	Shipping List Date	Contractor	Contract #
93-0831-M	06-10-93	ANACOMP	788
93-0832-M	06-11-93	ANACOMP	788
93-0833-M	06-25-93	MICROFORM	613
93-0834-M	07-02-93	MICROFORM	354
93-0835-M	07-02-93	MICROFORM	354
93-0836-M	06-16-93	B&H	789
93-0837-M	06-16-93	B&H	789
93-0838-M	06-16-93	B&H	789
93-0839-M	06-16-93	B&H	789
93-0840-M	06-16-93	B&H	789
93-0842-M	06-16-93	B&H	789
93-0843-M	07-02-93	MICROFORM	354
93-0844-M	07-02-93	MICROFORM	354
93-0845-M	06-14-93	ANACOMP	788
93-0846-M	06-18-93	ANACOMP	788
93-0847-M	07-02-93	IPI	795
93-0848-M	07-12-93	MICROFORM	354
93-0849-M	07-12-93	MICROFORM	354
93-0850-M	07-12-93	MICROFORM	354
93-0852-M	07-12-93	MICROFORM	354
93-0853-M	07-12-93	MICROFORM	613
93-0854-M	07-12-93	MICROFORM	532
93-0855-M	06-24-93	B&H	789
93-0856-M	06-24-93	B&H	789
93-0857-M	06-24-93	B&H	789
93-0858-M	07-02-93	IPI	795
93-0859-M	07-02-93	IPI	795
93-0861-M	07-19-93	MICROFORM	354
93-0862-M	07-19-93	MICROFORM	354

Contractor-Issued Microfiche Shipping Lists

July 7, 1993

1993-06

Shipping List #	Shipping List Date	Contractor	Contract #
93-0863-M	07-19-93	MICROFORM	354
93-0864-M	07-19-93	MICROFORM	354

Classification/Cataloging Update

July 14, 1993

1993-10

Item #	Class #	Shipping List #	Title	Change
0142-A	C 3.158:MA 36 D (92) -12	93-0254-P	Electric Lamps, Dec. 1992	Change class to: C 3.158:M 36 D (92) -12
0142-C-07	C 3.186:P-60/181	93-0524-M	Poverty in the U.S. 1991	Duplicate. Correct class: C 3.186/22:991, SL 92-0580-P
0288-A	CR 1.2:R 11/3	93-0225-P	Racial & Ethnic Tensions in American Communities: Poverty, Inequality, and Discrimination. V.1. The Mount Pleasant Rept.	Change class to: CR 1.2:R 11/3/V.1
0429-R	E 1.20/3:0268 P	93-0546-M	22nd Annual Report, Radiation Exposures for DOE & DOE Contractor Employees 1989	Change class to: E 1.42:989
0431-J	EP 1.23/6:600/9- 90/033	92-2733-M	FY 1991, EPA Research Program Guide	Change class to: EP 1.23/6-2:991
0431-J	EP 1.23/6:600/9- 91/025	92-2733-M	FY 1992, EPA Research Program Guide	Change class to: EP 1.23/6-2:992
0431-K-13	EP 1.1/5:990	91-0219-P	EPA Office of Inspector General Rept. to Congress Highlights, Fiscal 1990	Change class to: EP 1.1/5:990/HIGH.
0455-B-02	ED 1.2:D 83	93-0529-M	United States Continental Scientific Drilling Program, A Report to Congress in Response to Public Law 100-441... Apr. 1989	Change class to: E 1.2:D 83

Classification/Cataloging Update

July 14, 1993

1993-10

Item #	Class #	Shipping List #	Title	Change
0507-B-05	HE 20.8102: D 44/18	93-0543-M	Helpful Facts About Depressive Disorders, 1989 ed.	Change class to: HE 20.8102: D 44/9/989
0552-A	GP 3.22/5:993	93-0308-P	Electronic Information Products, SB-314	Change class to: GP 3.22/2:314/993
0603-G	I 1.98: C 71/DRAFT	93-0241-M	General Management Plan Environmental Assessment, Colonial National Park, Virginia, Draft	Change class to: I 1.98:C 71/2/DRAFT
0603-G	I 1.98:B 69	93-0241-M	Environmental Assessment and Finding of No Significant Impact, Boyer Chute National Wildlife Center	Change class to: I 1.98:B 69/2
0806-A-10	LC 19.15: B 64/993	93-0323-P	Facts: Books for Blind & Physically Handicapped Individuals, Jan. 1993	Change class to: LC 19.15/2:993
982-D-01	TD 8.2:ST 2	93-0322-P	Stand Out! Ride to be Seen	Change class to: TD 8.2:ST 2/12
1017-A	Y 4.F 76/1: P 46/17	92-0219-P	U.N. Role in the Persian Gulf and Iraqi Compliance with U.N. Resolutions	Change class to: Y 4.F 76/1:P 43/17
1017-A	Y 4.F 76/1: P 46/17/992	93-0234-P	U.N. Role in the Persian Gulf and Iraqi Compliance with U.N. Resolutions, April 1 and July 29, 1992	Change class to: Y 4.F 76/1: P 43/17/992
1017-A	Y 4.F 76/1: P 46/18	92-0221-P	Review of Persian Gulf Burden Sharing	Change class to: Y 4.F 76/1:P 43/18
1025-A-01	Y 4.SCI 2:103/B	93-0354-P	Science, Technology, & American Diplomacy 1993 - Serial B	Change class to: Y 4.F 76/1-12:993

Update to the List of Classes

July 14, 1993

1993-11

Class no.	Item no.	Change/Notice
C 55.618:	0207-C-05	Geophysical Monitoring for Climatic Change. Change title to: Climate Monitoring and Diagnostics Laboratory. Summary Report.
JU 10.11:	0728-A	Federal Offenders in the United States District Courts. Discontinued.
JU 10.13:	0717-Y	Grand and Petit Juror Service in United States District Courts. Discontinued.

Whatever Happened To . . . ? ? ?

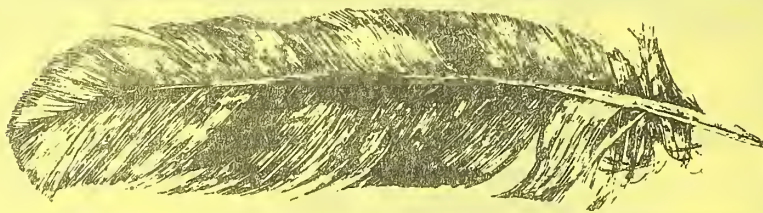
July 14, 1993

1993-07

Class no.	Item no.	Status
D 101.78/2:101/6	0322-M	Armor. Nov-Dec. 1992, Vol. 101, No. 6. LPS was unable to obtain sufficient copies to distribute in paper. This issue will be distributed in microfiche.
L 36.103:	0781	Handbook on Women Workers. The Dept. of Labor plans to publish a new edition in late summer 1993. The last edition was published in 1983.
LC 1.6/4-2:986/ UPDATE NO. 10	0786-A	CONSER Editing Guide, Update No. 10. Will be distributed to depositories shortly. The Library of Congress plans to publish a revised edition of the Guide in the spring of 1994.

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